

Town of Mashpee

16 Great Neck Road North, Mashpee, MA 02649
ph: (508) 539-1400

December 21, 2015

AGENDA BOARD OF SELECTMEN MONDAY, DECEMBER 21, 2015

6:30 p.m. – Convene Meeting in Open Session – Waquoit Meeting Room – Mashpee Town Hall

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

MINUTES

Approval of the following: Monday, December 7, 2015 Regular Session

APPOINTMENTS & HEARINGS

- 6:30 – Public Comment

COMMUNICATIONS & CORRESPONDENCE

- Letter from Mashpee Housing Authority Director, Leila Botsford, regarding Housing Assistance Program/CPC
- Mashpee TV Annual Report to the Board of Selectmen, Fiscal Year 2014

OLD BUSINESS

NEW BUSINESS

- Approval of Request to Deficit Spend for Snow & Ice – DPW Director
- Review and approval of Special Events Application, May 13-14, 2016 – Ragnar Relay Cape Cod
- Acceptance of resignation from the Design Review Committee – Mary LeBlanc
- Discussion of Design Review Committee membership and vacancies
- Review and approval of Memorandum of Understanding for the Mashpee National Wildlife Refuge

ADDITIONAL TOPICS

(This space is reserved for topics that the Chairman did not reasonably anticipate would be discussed)

LIAISON REPORTS

EXECUTIVE SESSION

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Present: Selectman Cahalane, Selectman Sherman, Selectman Gottlieb,
Selectman O'Hara, Selectman Cotton
Town Manager Rodney C. Collins

Meeting Called to Order by Chairman Cahalane at 6:30 p.m.
Mashpee Town Hall, Waquoit Meeting Room

MINUTES

Monday, December 7, 2015 Regular Session:

Motion made by Selectman Gottlieb to approve the Regular Session minutes of Monday, December 7, 2015 as presented.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cahalane, yes	Selectman Sherman, yes
Selectman Gottlieb, yes	Selectman O'Hara, yes
Selectman Cotton, yes	Opposed, none

APPOINTMENTS & HEARINGS

Public Comment: None at this time.

COMMUNICATIONS & CORRESPONDENCE

Letter from Mashpee Housing Authority Director, Leila Botsford, regarding Housing Assistance Program/CPC:

Correspondence was received from Leila Botsford; Executive Director of the Mashpee Housing Authority dated November 23, 2015 relative to the Mashpee Housing Assistance Program. In her letter, Mrs. Botsford indicates she has met with the Community Preservation Committee to discuss her application for funding assistance at the May 2016 Town Meeting.

In the past there were questions with respect to the three-year program previously instituted with Community Preservation Act funding. Mrs. Botsford has offered to meet with Board of Selectmen members in advance of the spring Town Meeting who may have inquiries with regards to the implementation of the Housing Assistance Program administered by the Housing Authority.

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COMMUNICATIONS & CORRESPONDENCE

Letter from Mashpee Housing Authority Director, Leila Botsford, regarding Housing Assistance Program/CPC: (continued)

Selectman Gottlieb and Sherman indicated they would meet with the Housing Authority Director and its Board of Commissioners at their regular meeting to review and clarify the proposed budget and criteria to quantify the success of the last funding round.

Previously, the Mashpee Housing Assistance Program received CPA funding at the May 2012 Town Meeting in the amount of \$300,000, a grant award of \$100,000 per year to develop the Housing Assistance Program. An additional funding request in the amount of \$330,000, a CPA award of \$110,000 per year was supported by the CPC to continue the program in 2015 for an additional three years. As a result of unresolved questions, the funding request was denied by the Board of Selectmen and removed from the May 2015 Town Meeting warrant.

It was agreed this is a significant amount of funding requested by the Housing Authority to continue the Housing Assistance Program. In normal process, Department Heads meet with the Board of Selectmen at the time of the warrant review to further substantiate requested expenditures. Mrs. Botsford will be requested to meet with the Board of Selectmen at that time.

Mashpee TV Annual Report to the Board of Selectmen, Fiscal Year 2014:

In accordance with the Agreement between the Town of Mashpee and Mashpee Community Media Center, Inc., d/b/a Mashpee TV (MTV), the Board of Selectmen received the Annual MTV Report for fiscal year 2014.

The report contains year-end financial statements, the upcoming budget, a three-year budget plan, the hours of programming and cablecast, notable events, actions and programs as well as training classes offered.

Upon review, the Board of Selectmen indicated they are pleased with the current policies and procedures of MTV. The service level and programming selection has greatly improved. Overall, MTV has advanced tremendously and has made its presence in the Mashpee community. Appreciation was conveyed to Wayne Taylor, the Town's representative to MTV for his involvement in the success of the Mashpee Community Media Center.

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NEW BUSINESS

Approval of Request to Deficit Spend for Snow & Ice – DPW Director:

Correspondence was received from the DPW Director dated December 8, 2015 requesting to deficit spend the Snow & Ice Account. Currently, 97% of the \$116,570 budget has been expended to date. The majority of expenditures (\$98,000) relate to the purchase of salt and other materials stockpiled in preparation for the winter season.

**Motion made by Selectman Gottlieb to approve the request of the DPW Director, and Deficit Spend for Snow & Ice.
Motion seconded by Selectman Cotton.**

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cahalane, yes	Selectman Sherman, yes
Selectman Gottlieb, yes	Selectman O'Hara, yes
Selectman Cotton, yes	Opposed, none

Review and approval of Special Events Application, May 13-14, 2016 – Ragnar Relay Cape Cod:

A Special Events Application was before the Board for the annual Ragnar Cape Cod Relay planned to be held on May 13-14, 2016 at the Heritage Park Recreation facility from 7:00 p.m. until 3:30 a.m.

This is an overnight running relay event where teams of up to twelve runners participate in the relay from Nantasket Beach in Hull to the Pilgrim Monument in Provincetown.

The course is nearly 200 miles consisting of 36 relays, each relay ranges from 3 to 8 miles. It is anticipated that 525 teams, approximately 6100 runners will participate in the race. All applicable regulatory agencies have signed off on the application. Selectman John Cotton is expected to participate in the challenge.

Motion made by Selectman Cotton to approve the Special Events Application for the annual Ragnar Relay Cape Cod on May 13-14, 2016 as referenced.

Motion seconded by Selectman Sherman.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cahalane, yes	Selectman Sherman, yes
Selectman Gottlieb, yes	Selectman O'Hara, yes
Selectman Cotton, yes	Opposed, none

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NEW BUSINESS

Acceptance of resignation from the Design Review Committee – Mary LeBlanc:

The Board of Selectmen was in receipt of a letter of resignation from Mary LeBlanc dated December 2, 2015 from the Design Review Committee.

Motion made by Selectman Gottlieb to accept the resignation of Mary LeBlanc from the Design Review Committee, sending a letter of appreciation to Ms. LeBlanc for her service to the Town of Mashpee.

Motion seconded by Selectman Sherman.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cahalane, yes	Selectman Sherman, yes
Selectman Gottlieb, yes	Selectman O'Hara, yes
Selectman Cotton, yes	Opposed, none

Discussion of Design Review Committee membership and vacancies:

A recent memorandum from the Town Clerk regarding quorum requirements prompted the Board of Selectmen to review the Design Review Committee membership. In communication received from the Town Clerk dated December 15, 2015 Mrs. Dami has recommended the Board advertise the two vacancies on the Design Review Committee and officially appoint Mike Mendoza to the Design Review Committee in a temporary capacity.

With the resignation of Mary LeBlanc, the Landscape Architect representative, the Design Review Committee no longer has a quorum. In accordance with the Zoning Bylaws, one of the two members appointed by the Board of Selectmen shall be an architect, landscape architect or civil engineer.

Discussion followed with respect to the makeup of the Design Review and Plan Review Committee. It was noted that Mike Mendoza, the Building Commissioner currently serves on both committees as an advisor.

It was agreed the Board would move forward to create (1) single Design Plan Review Committee. This would require a bylaw change. The Town Manager was directed to consult Town Counsel with respect to this regard and prepare for the Board of Selectmen's review, a proposed bylaw change for the May Town Meeting warrant.

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NEW BUSINESS

Discussion of Design Review Committee membership and vacancies: (continued)

Motion made by Selectman Gottlieb to appoint Mike Mendoza to the Design Review Committee until the end of the fiscal year, and advertise for the additional vacancies; architect or landscape architect and civil engineer as recommended.

Motion seconded by Selectman Sherman.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cahalane, yes	Selectman Sherman, yes
Selectman Gottlieb, yes	Selectman O'Hara, yes
Selectman Cotton, yes	Opposed, none

Review and approval of Memorandum of Understanding for the Mashpee National Wildlife Refuge:

Andrew McManus, Conservation Agent was in attendance to discuss the importance of partnering with the Division of Fisheries and Wildlife and the MA Department of Conservation and Recreation to strategize for improved collaboration for the future management of the Mashpee Wildlife Refuge. Roles of the partners which also include the Town of Falmouth, the Waquoit Bay National Estuarine Research Reserve, the Falmouth Rod and Gun Club, Inc., the Orenda Wildlife Land Trust, the Mashpee Wampanoag Indian Tribal Council and Friends of the Mashpee Wildlife Refuge include communication protocols, management processes, and access. Mr. McManus indicated the Memorandum of Understanding (MOU) originally executed by the partners in 1995 is completely non-binding. With respect to this Agreement, there are no funds obligated.

Benefits include habitat management and improvement and wildfire abatement. It was explained that proactive land management has benefited the Town of Mashpee greatly. Funds have been received and expended to protect the NE Cottontail which has recently been removed from the endangered species list. The population of the Northern Long Eared Bat in decline has shown recovery on the Cape. With regards to prescribed burns it was noted the wildfire abatement has enhanced the safety of properties abutting the refuge and has assisted the Town of Mashpee in fire safety training.

Tom Eagle, Deputy Refuge Manager of the U.S. Fish and Wildlife Service discussed the importance and benefit of the MOU as it relates to the Town of Mashpee. Advantages to the partnership include the management of protected land, improved wildlife habitat and reducing the risk of wildfire with prescribed burns and tree thinning. Other attributes include habitat protection, and stream restoration.

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Review and approval of Memorandum of Understanding for the Mashpee National Wildlife Refuge:

Fire Chief Tom Rullo spoke in support of the Memorandum of Understanding for the Mashpee National Wildlife Refuge. Chief Rullo indicated the Agreement is a unique partnership with the Tribe, state, and federal and local agencies. Prescribed burns improve fire safety in the community, and allow the Town to secure grant funding.

It was disclosed that to date, the Mashpee Wampanoag Indian Tribal Council has not executed the MOU. It was noted the Chairman of the Mashpee Conservation Commission was added to the document as a signatory. The Conservation Chairman is

expected to endorse the Agreement at the next meeting in January.

In closing, it was stated this action is a part of the Town's economic development strategy to promote these types of lands in the Mashpee community. Currently, there is a review being conducted on methods to improve the properties within the entire refuge to promote the lands for the benefit of the communities.

Motion made by Selectman Gottlieb to approve and execute the Memorandum of Understanding for the Mashpee National Wildlife Refuge, and when it is completely executed to obtain a complete copy of the MOU for the Town of Mashpee records.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cahalane, yes	Selectman Sherman, yes
Selectman Gottlieb, yes	Selectman O'Hara, yes
Selectman Cotton, yes	Opposed, none

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LIAISON REPORTS

School Committee: The School Committee is currently conducting the School Budget review, and is sharpening their review to conform to budgetary constraints.

With regards to the ongoing internal investigation, it was deemed narrowly overdue by approximately six weeks. There was nothing new to report with respect to this regard.

Waste Management Committee: The task of the Waste Management Committee is deemed complete. The recommendations are being assembled and will be presented to the Board of Selectmen in mid-January.

Community Preservation Committee: The CPC met earlier this month and deliberated on projects proposed to move forward on the May 2016 Special Town Meeting warrant.

Human Services: The Human Services Department has been active this holiday season with a variety of projects. In January, awards will be announced in the annual Thanks for Giving program.

MMA Conference: The annual MA Municipal Association conference will be held on January 22nd and 23rd at the Hynes Convention Center and Sheraton Boston Hotel. Several members of the Board of Selectmen indicated they would be attending. It was recommended the Town Manager's Office be notified in advance of registration. A syllabus is available for review in the Town Managers Office. It was noted the Massachusetts Selectmen's Association conducts an annual meeting during this time.

Adjournment:

Motion made by Selectman O'Hara to adjourn at 7:11 p.m.

Motion seconded by Selectman Sherman.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cahalane, yes	Selectman Sherman, yes
Selectman Gottlieb, yes	Selectman O'Hara, yes
Selectman Cotton, yes	Opposed, none

Respectfully submitted,

Kathleen M. Soares
Secretary to the Board of Selectmen